


Sydney Region iPad Trial 2011

Setting up Outgoing Email on Trial iPads

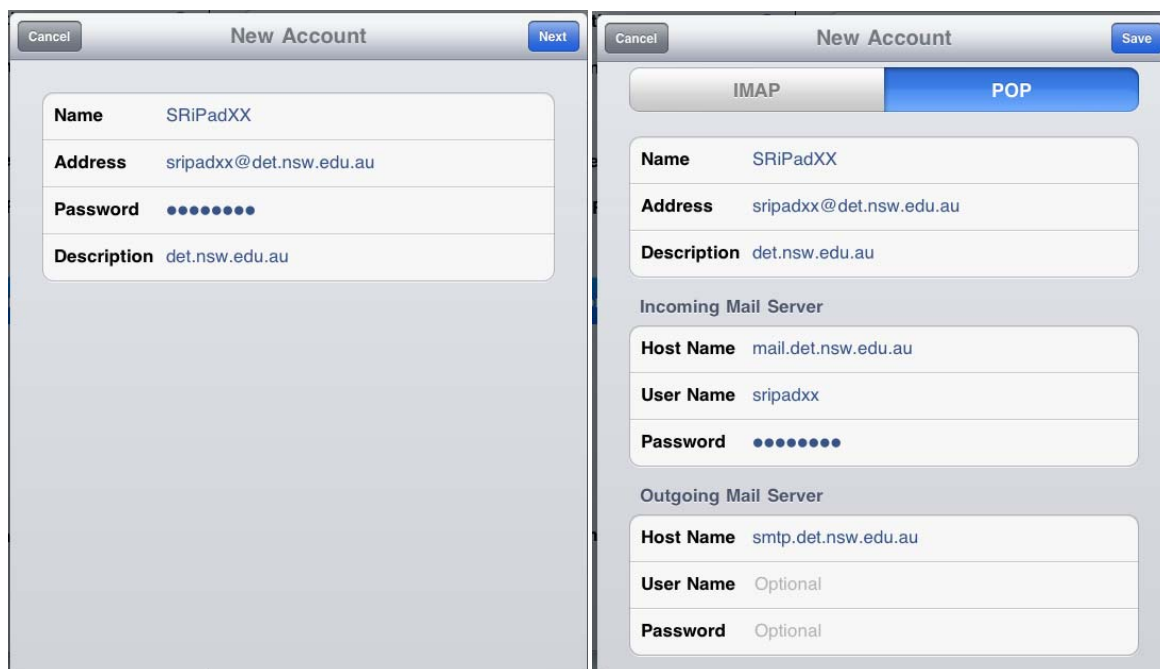
A solution has been found which allows Apple iPads to send onboard content from apps via email when using the DEC network infrastructure. For example, photos and images stored in the gallery can be emailed individually to any valid email address using the Send icon  - any app that also has email functionality to send files should also work.

It is strongly recommended that each iPad be setup with email settings which reflect each iPad name, that way, when files are sent by email, the recipient will know which iPad it came from. **IMPORTANT NOTE:** This email setup cannot be used to RECEIVE emails on the iPad it is for SENDING only. To setup outgoing email on each iPad, complete the following steps carefully.

1. **Settings**
2. **Mail, Contacts, Calendars**
3. **Add Account...**
4. **Other**
5. **Add Mail Account** then complete the form as follows. Tap **NEXT** then complete the second form as follows, then tap **SAVE**.

NOTES: Replace XX in SRipadXX with the unique iPad number eg. SRipad35

For the Password field, type in *password*



The image displays two screenshots of the iPad's 'New Account' setup screen. The left screenshot shows the initial form with fields for Name (SRipadXX), Address (sripadxx@det.nsw.edu.au), Password (masked with dots), and Description (det.nsw.edu.au). The right screenshot shows the same form after tapping 'Next', with tabs for IMAP and POP (POP is selected). It includes fields for Incoming Mail Server (Host Name: mail.det.nsw.edu.au, User Name: sripadxx, Password: masked) and Outgoing Mail Server (Host Name: smtp.det.nsw.edu.au, User Name: Optional, Password: Optional).

6. A message "Cannot connect using SSL" will appear. Tap **YES**.
7. A message "POP Server Error" will appear. Tap **OK**.
8. **Save**
9. A message "This account may not be able to send or receive" will appear. Tap **Save**.
10. A new mail account det.nsw.edu.au will appear. Tap the > at the end of that line.

11. On the line smtp.det.nsw.edu.au, tap the > at the end of that line
12. In the Primary Server section, tap the > at the end of “smtp.det.nsw.edu.au On”
13. A form will appear and at the bottom, change the Port from 587 to **25**
14. **Done**
15. Tap the **back** (det.nsw.edu.au) button at the top left
16. **Done**
17. Scroll down the Mail settings page to **Default Account** and tap the > at the end of that line
18. Tap **det.nsw.edu.au** to set the tick against it (if it is not already there)
19. Tap the **back** (Mail, Calendar) button at the top-left
20. Press the round **Home** button.

Testing an email send:

1. Tap **Photos** and open a photo in the camera roll.
2. Tap on the photo to bring up the options.
3. Tap the **Send** button at the top-right.
4. **Email Photo**
5. In the To: box, type in a valid email address (can be internal to DEC or external)
6. In the Subject: box, type in an appropriate subject line.
7. Type a message into the email body (if needed)
8. **Send** – you should hear the normal “whoosh” sound when an email is sent.
9. Check the email address to verify the email and attachment arrived.

Adding Contacts:

It would be a good idea to add the teacher’s email address as one of the contacts in the Contacts app. That way, when a student wants to email the teacher, the address can be called up and entered easily.